Dear Teachers:

The following program of study is a continuation of the work you did the first part of the year, and has been planned to help you improve your teaching.

As you notice, this is a tentative program, therefore very flexible, which provides an opportunity for you to adapt it to meet your individual needs or those of your school.

Although this program is directly intended to help improve instruction, we must continue to place emphasis upon the other two objectives outlined by Dr. Alexander -- To get every child of school age in school and to keep them there, and to keep up your average daily attendance.

With your cooperation we hope to make this year a banner year in the schools of Loudoun County.

G. A. Alexander Supervisor

## Special Observances

January 18, 1939 -- 10:A. M.

Standard tests will be given at the Leesburg School to all 7th grade pupils from the following schools:

Ashburn
Mountain Gap
Waterford
Hamilton
Hughesville
Purcellville

Lincoln
Powell's Grove
Lovettsville
Hillsboro
Round Hill
Leesburg

January 25, 1939-- 10:A. M.

Standard tests will be given at the Saint Louis School to all 7th grade pupils from the following schools:

Bull Run Conklin Watson Marble Quarry

Middleburg
Rock Hill
Willisville
Saint Louis

January 25, 1939--8: P. M.

Meeting of County-wide League in Leesburg. Report of the Better Schools Committee.

February 5-12- Observance of National Negro History Week

February 10th -- 8:P.M. County-wide Meeting in Leesburg- Culmination of week's activities.

Speaker: Mr. Samuel A. Madden, Director of Adult Education Among Negroes in Virginia (Observe birthdays of all eminent statemen.)

March 24, 1939 -- County-wide meeting in Leesburg- "Better Educationsl Facilities for our Children".

Facilities for our Children M. Cooper, Director of Extension,
Hampton Institute, Virginia

April 2-9 National Negro Health Week. (To be observed in all schools)
April 2 - 3:00 P. M. - County Wide Meeting at Leesburg
April 5, 1939-- 8:P. M. County-wide meeting in Leesburg.
Speaker: Dr. Edmead "Better Health for our Children"

April 23- 30 Better Homes Week.

April 28, 1939 - 8:00 P. M. County-wide meeting in Leesburg (Speaker to be announced)

May 14, 1939 - 3:00 P. M. - Educational Rally (Speaker to be announced)
May 15-19 - Open House Week.

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Middleburg Group Chairman of group -- Mrs. Mildred B. Gray Secretary of group Mr. Evans

Group 3 Middleburg Saint Louis Watson Bull Run Conklin Willisville Rock Hill

Problem: Program Making.

> January -- Discussion of types of Programs for Rural Elementary Schools February -- Presentation of types of Programs March -- The Use of the Block Program. April Evaluation of the Block Program. May -- Making a Workable program for a Rural School.

January

Middleburg Group Problem: Problem Making -- Discussion of Types of Programs for Rural Elementary Schools

January 27th

Discussion of types of programs for Rural Elementary Schools. Report on Chapter I, "Program-making in a Rural Elementary School"

Discuss some difficulties in the formulation of workable daily schedules.

Discuss difficulties in putting the program into effect. 3.

## February

Middleburg Group Program Making-Presentation of types of programs.

February 17th --- Types of programs

Individual instruction program

a. advantages b. Disadvantages II. Group program

a. advantagesb. disadvantages Long-time program

IV. Better teaching wnit type of program
V. Formal teaching program
(Look for material on each type.)

March

Middleburg Group Problem: Program Making --- The Use of the Block program.

March 17th

The Use of the Block Program I. What is the Block program?

II. Discuss how to use the block program in a one-two, or three-teacher school.

III. Report on Chapter V, "The Supervision of Rural Schools." Anderson and Simpson

April

Middleburg Group Problem: Program Making -- Evaluation of the Block Program

April 21st

Evaluating the Block Program

I. Advantages

II. Disadvantages
III. Why would its adoption be more effective in a rural oneteacher school?

Middleburg Group (con.) Page 3

IV. Discuss how the adoption of this program improves instruction.

V. Give views from various authorities and courses of study on the advantages of the block program.

May

Middleburg Group

Problem -- Program Making - Making a workable schedule for a rural elementary school.

May 19th

Making a workable schedule for a rural elementary school.

I. Make out a sample program covering six weeks work for your grades.

Each secretary should be prepared to give a report of the activities of his study group at the meting of the County Teachers'Association.

GROUP II - Purcellville Group - Chairman of group - Mr. Randall Secretary of group - Mrs. Jones

Group II - Purcellville, Powell's Grove, Lincoln, Round Hill,
Hughesville, Hillsboro, Hamilton, Lovettsville, Waterford
Marble Quarry

Problem: Materials of Instruction

January - Collecting seatwork material February - Making permanent seatwork

March - Making reading chars, maps, globes

April - Flash cards, phrase cards

May - Make cut-outs, sentence strips, word cards, dramatic silent reading games.

January - Purcel lville Group - Problem: Materials of Instruction - Collecting Seatwork Material

January 20- Collecting seatwork material

I. Collect all kinds of material to be used for meatwork. A. When to use it.

b. How to use it.

II. Values of seatwork

a. What part does well organized seatwork play in the teaching procedure.

b. What are the values of seatwork to the child? c. What are the characteristics of good seatwork

III. Classification of seatwork materials.

a. Language arts

material?

b. Social science

c. Arithmetic

d. Natural s cience

February - Purcellville Group - Problem: Materials of Instruction - Making Permanent Seatwork

February 10 - Making permanent Seatwork

I. Materials

a. Old shoe boxes

b. Card board

c. Tag board

d. Printing press
II. Values of permanent seatwork

a. Saves time

b. Stimulates thinking

c. Encourages creative work among children

d. Improves reading to follow directions and reading to answer questions.

III. Use

a. How to use permanent seatwork effectively.

March - Purcellville Group - Materials of Instruction - Making Reading Charts.

March 10 - (Primary teachers) Making reading Charts

Page 4 Purcellville Group (con.) I. Kinds of charts a. What we do in school b. What we saw. c. Different activities (children's) d. Our words. II. How to make charts a. tag board b. Higgins ink c. Manuscript d. material taken from language lesson III. Making chart forms. a. broomstick b. planed boards c. pupil participation in labor IV. Teaching chart lessons a. method b. procedure V. Making maps out of salt and flour mixture, sand and Grade Teach.) mucilage, soaked newspapers and starch. - Purcellville Group Problem - Materials of Instruction- Making Flash Cards and Phrase Cards. April 13th - Making Flash Cards and Phrase Cards I. Follow directions as in making Reading Charts II. Value of flash cards a. increases recognition span b. stimulates thinking c. promotes speed d. encourages accuracy e. encourages reading to follow directions. III. Phrase cards. a. used effectively in word study b. improves reading (Bring material to meeting with which to make flash cards) - Purcellville Group Problem - Materials of Instruction - Making Miscellaneous Material. May 12th - Making Miscellaneous material I. Cut-outs, sentence strips, word cards, seatwork cards, dram tic silent reading games. II. Disucss the value of each learning device in developing a comprehensive reading program. III. Discuss how to use each effectively. IV. Make miscellaneous material for use next school year.

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Study Group - I - Leesburg Group Chairman Mr. J. C. Walker Secretary Miss A.E.B. Harris

Group I - Leesburg, Ashburn, Mountain Gap

Problem: Miscellaneous Materials

January - Mounting Pictures
February Bulletin Boards
March Arrangement of Books in Room March

April Classification of Books According to Type

Periodical Literature

January - Leesburg Group - Problem: Miscellaneous Materials - Mounting Pictures "

Jan. 13th Mounting Pictures

I. Select all types of pictures that can be used in an elementary coom

a. nagural science b. social science

c. appreciation

d. for reading readiness

II. Mount pictures

a. what kind of material would be best for mounting, Why?

b. what color paper is most appropriate.

c. Picture study lesson d. collect pictures of outstanding Negroes.

c. use of pictures to make lessons more effective.

5 J. 1980 Page 5 February - Leesburg Group - Problem: Miscellaneous materials -Bulletin board Feb. 10th Bulletin Board I. How to make a bulletin board a. materials cloth boow b. dimensions c. placement in room why?

II. How to use a bulletin board
a. material (to post) kind placement on board b. How to use the bulletin board as a learning device c. pupil participation in upkeep of bulletin boards. March - Leesburg Group - Problem: Miscellancous Materials - Arrangement of books in room March 10th - Arrangement of books in room I. Book cases a. how made (orange crates, boxes) b. where placed c. pupil participation II. Selection of books a. criteria for selection of books in a comprehensive reading program. b. grouping of books for most effective use. c. arrangement of books for beauty and convenience. April - Leesburg Group - Problem: Miscellaneous materials: Classification of books according to type. April 7th - Classification of books I. Types a. basal texts b. supplementary texts c. recreatory d. natural science e. social science f. folk literature g. encyclopedia h. dictionary II. Samples of each type a. how used in a comprehensive reading program. b. contributions of each type in developing reading tastes. c. Value of each type to general reading skills (development of) d. when and where in reading program should each type be introduced. May - Leesburg Group - Problem: Miscellaneous Materials - Periodical Literature. May 5th - Periodical Literature I. Magazines a. types for supplementary reading natural science social science literaty b. how to use in a comprehensive reading program. II. Periodical literature suitable in an Elem. Program.

1. Child Life, 2. Popular mechanic 3. Popular science.

4. Every Week, 5 News Week 6. Childrens' Activities

7. Scholastic 8. American Girl 9. Boys' Life 10 American Bow 11 Opportunity 12 Flash 13 Crisis 14 Junior Journal 15. Wee Wisdom 16 National Geographic Magazine III. Newspapers 1. New York Times 2. Norfolk Journal and Guide 3. Pittsburgh Courier 4. Chicago Defender 5. Afro American (These types of magazines and newspapers can be used most effectively

in a comprehensive reading program.)